

S E C R E T

DA 88 - 2467
25 November 1988



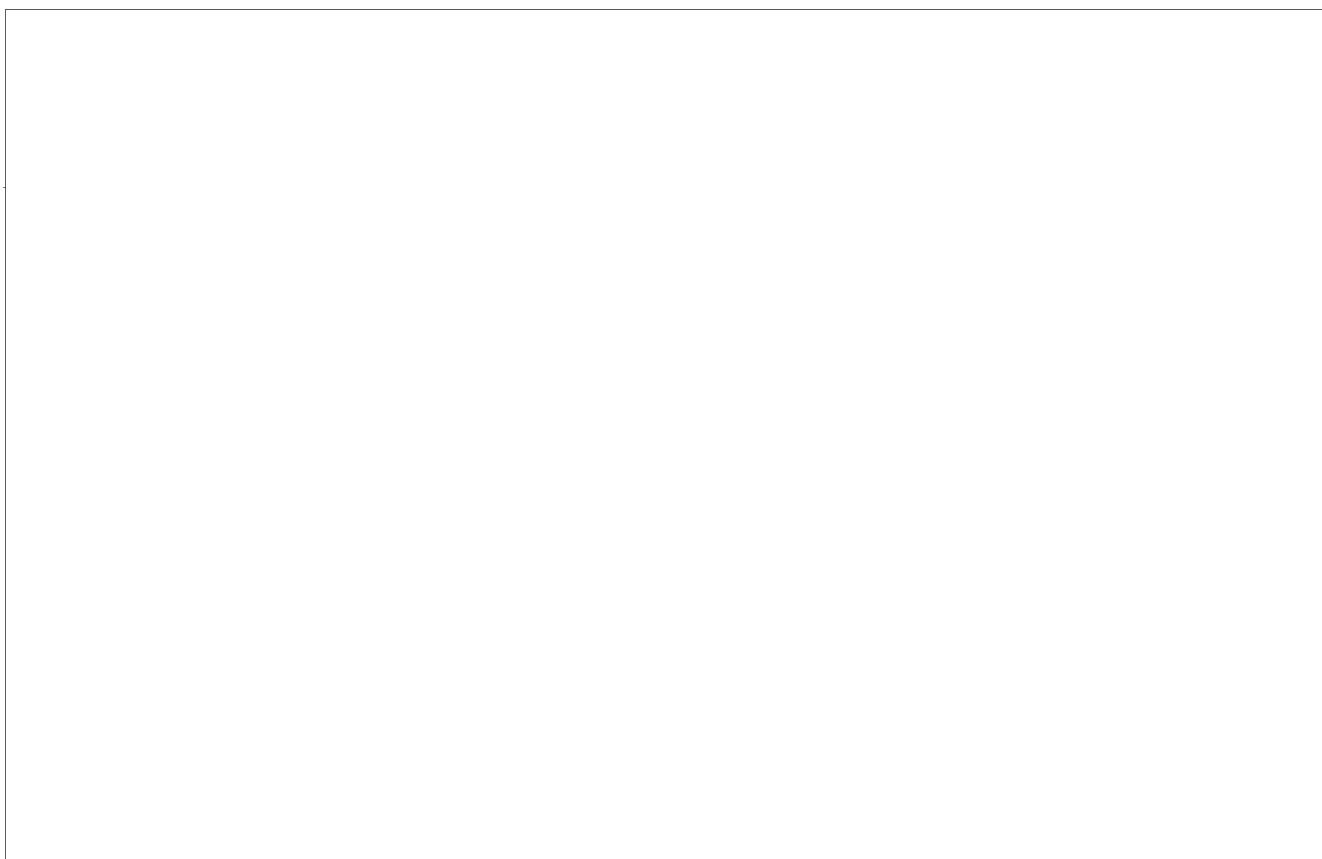
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MEMORANDUM FOR: Director of Central Intelligence

FROM: R. M. Huffstutler
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 25 November 1988

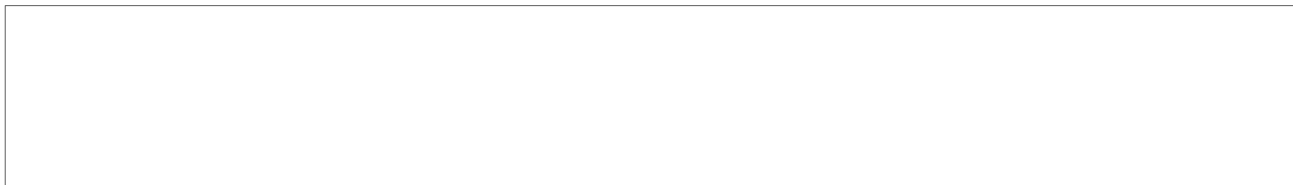
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6. On November 17 Dick Lehman, former Chairman of the National Intelligence Council, spoke to SIS officers at the Office of Training and Education's (OTE) seminar on "The Presidential Transition: Lessons from the Past." His remarks included recollections and personal experiences on the CIA role in transitions from 1952 up through 1980.

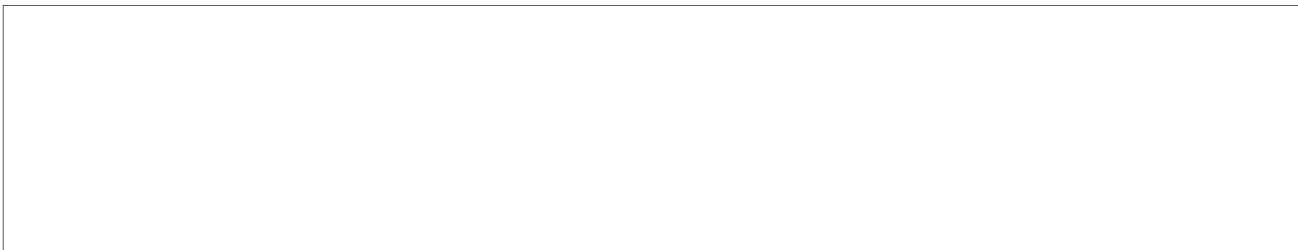
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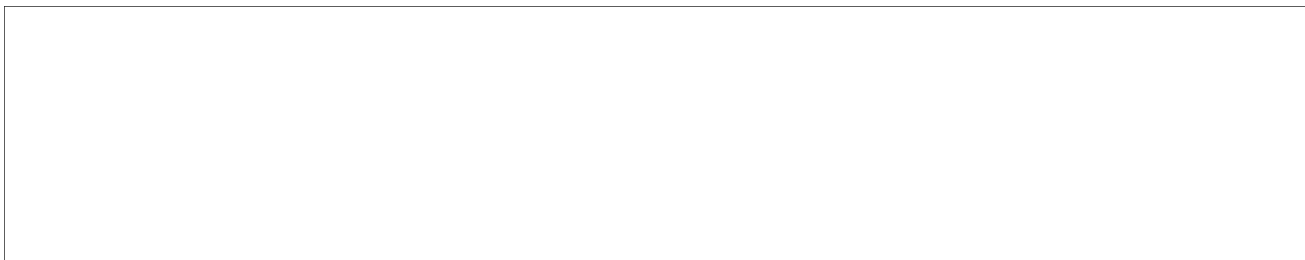


8. OTE's Guest Speaker series sponsored Katharine Graham, chairman of the Washington Post Company, who spoke to a packed auditorium on 16 November. Speaking on "Secrecy and the Press," she stimulated a thoughtful discussion.

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10. Two senior OIT review officers are representing the Agency on an interagency review board searching for items pertaining to national security in an estimated 500,000 pages of President Nixon's White House documents. The Counsel to the President directed this review prior to the National Archives and Records Administration's opening of the documents to the public on 9 December 1988.

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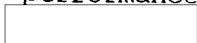
11. The DDA and the Director of Information Technology presented the 1988 Mentor Awards to OIT employees

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at a ceremony in the Headquarters auditorium. The award program recognizes individuals who not only meet high performance standards but also bring out the best in their fellow employees.

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✓ 13. On 18 and 19 November, OL moved 55 people from OIT Original Headquarters Building to the South Tower, New Headquarters Building.

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15. The Office of Personnel (OP) reports that as of 17 November, total Combined Federal Campaign contributions were \$341,709 or 67.8 percent of the Agency's 1988 goal of \$504,000. In addition, the Agency's Employee Assistance Fund and Personal Service Aid Society have received donations of \$59,840 and \$30,597, respectively.

25X1 16. OP held its annual Open Season Symposium for retirees, the
largest attendance to date. The main topic of interest was catastrophic
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Health Care Financing Administration.

R. M. Huffstutler

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ORIG: DDA/MS, [redacted] dt:25 November 88 (weeklib)

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